

Memorandum

Date : **JUN 5 2008**

To : Jean Scott
Chief
Division of Juvenile Justice
Office of Victim & Survivor Rights & Services

Subject : **COMPLIANCE REVIEW AT THE DIVISION OF JUVENILE JUSTICE, OFFICE OF VICTIMS AND SURVIVOR RIGHTS AND SERVICES**

The Office of Audits and Compliance (OAC), Compliance Peer/Review Branch (CPRB) conducted a compliance review of Victims Notification at the Division of Juvenile Justice, Office of Victim and Survivor Rights and Services (OVSRS) on June 2, 2008. The purpose of the review was to analyze and evaluate OVSRS's level of compliance with departmental policies, procedures, rules, regulations, operational objectives, and guidelines.

The CPRB reviewed the Institution and Camps Branch Manual (I&C Manual), Section 5850, to determine whether OVSRS is in compliance with the policy as it relates to their data base, if they are sending a list of allowable ward information to the facilities, and if O.H. Close Youth Correctional Facility (OHCYCF) is sending release information and parole consideration notifications to OVSRS in a timely manner.

The CPRB determined that OVSRS and OHCYCF is in compliance with the section of the I&C Manual that was reviewed.

If you should have any questions or need additional information regarding the contents of this memorandum, please contact George Valencia, Youth Administrator, OAC at (916) 358-1513 or Eric Fransham, Parole Agent III, OAC at (916) 358-2416.



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